20 August 1981

MEMORANDUM FOR: ODP MAG Members

STAT   FROM   :   [   ]

Chairman, ODP MAG Group

SUBJECT   :   Minutes of the 19 August ODP MAG Meeting

ATTENDEES

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1.   The ODP MAG meeting was held 19 August, from 1000 to 1100 hours in Room 3F03B of [   ] MAG Chairman,   called the meeting to order.

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2.   The Career Development Plan (CDP) for the Systems Programming Division (SPD) was reviewed.   Some of the MAG's suggestions for improved topics are shown below.

   o Further discussion of rotational slots would be helpful.

   o The guide should include a career paths chart.

   o The Director/ODP is also available for counseling.

   o The guide should discuss secretarial skills and training.

This concluded the MAG CPD review for ODP.   [   ] will forward the MAG's review to the Director/ODP.

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4.   The ODP/MAG Presents will show two video tapes entitled "Computer Simulation" and "Memory and Storage".   Janice will reserve the 1E74 Conference Room for Friday, 28 August, at 1:00 PM.   Announcement flyers will be sent out as soon as the room reservation is confirmed.

5.   The next MAG meeting will be held Tuesday, 15 September, at 0930 hours, in Headquarters, Room 2D03.   Short Timers (those persons whose term on the MAG is up) should bring their replacements.   There will be an election of officers.

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